



FIRST LOGISTICS MANAGEMENT SERVICES, LLC

MEMORANDUM

From: FLMS Executive Branch
Date: March 21, 2020
RE: Critical Customer/Supplier Letter

Dear Valued First Logistics Partner:

As you know, the outbreak of coronavirus (COVID-19) has become a worldwide health emergency. First Logistics' response team has been closely monitoring the status of the outbreak and its potential adverse effect on our ability to receive raw materials or deliver product to our customers.

In response to the COVID-19 pandemic, Illinois Gov. J.B. Pritzker issued an immediate "stay at home" order for all Illinois residents effective March 21. As the number of cases continue to escalate, First Logistics is taking additional preventative measures. One action is to ensure continued supply of products to our customers in industries that are deemed critical.

The federal government has declared the Healthcare, Food and Agriculture, and Chemical industries to be part of the nation's Critical Industry Infrastructure. The President of the United States has urged Critical Infrastructure Industry workers to continue their normal work routines to ensure that vital resources remain available to Americans.

Notably, First Logistics has been designated as part of the Nation's Critical Industry Infrastructure by the Cybersecurity and Infrastructure Security Agency (CISA) within the Department of Homeland Security.

The USA PATRIOT Act of 2001 defines "critical infrastructure" as "systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters."¹ Through the Act, Congress established "the policy of the United States" is "that any physical or virtual disruption of the operation of the critical infrastructures of the United States be rare, brief, geographically limited in effect, manageable, and minimally detrimental to the economy, human and government services, and national security of the United States."² Presidential Policy Directive 21 identifies 16



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Critical Infrastructure Sectors under the USA PATRIOT Act, including, "Healthcare", "Food and Agriculture", and "Chemicals Sector".³ The Department of Homeland Security (OHS) defines each of these sectors broadly to include companies throughout the supply chain, as well as companies providing important support and services to food companies. In addition, the "Transportation" sector is independently as identified as a critical infrastructure.³ In The President's Coronavirus Guidelines for America, the President of the United States emphasized that each of these industries' sector workers should continue to work during the national effort to halt the spread of COVID-19: "If you work in a critical infrastructure industry, as defined by the Department of Homeland Security ... you have a special responsibility to maintain your normal work schedule."⁴

We view our mission to provide vital supplies for Americans as more important now than ever, and we intend to continue performing this critical function. As our partner in that effort, we rely on your support and expect you will do the same.

For Customers:

Thank you for being a loyal customer. We confirm that we are continuing our warehousing and supply chain services within guidelines from Department of Homeland Security guidance (CISA) and in keeping with orders from the State of Illinois Department of Health. To the best of our ability, we will meet orders and delivery dates for the foreseeable future. As a small employer, we are endeavoring to keep our workplace open during this crisis. It is more important than ever that we look out for the health, safety and welfare of our employees. Please help us achieve this by keeping your account with First Logistics current and paid on time. This will help us provide ongoing employment for all employees who are able.

For Suppliers:

We herewith confirm to you, that the products supplied by your company are used by First Logistics for the ability to meet critical orders and delivery dates in at least one of the following categories: Food and Agriculture, Energy, Water and Waste Water, Transportation and Logistics, Public Works, Communications and Information Technology, Community-Based Government Operations and Essential Functions, Critical Manufacturing, Essential Hazardous Materials, Essential Chemical Supply Chains, or Defense Industrial Base. Therefore, a reliable and continuous supply chain is essential for First Logistics to subsequently supply to our customers.

Thank you for your continued partnership while we navigate these challenging times.

Best regards and stay safe,

Robert J. Moran and Dennis R. Cole, Principals

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